

SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: BAR #08-61 - \$1,694,703 - Public Safety - Public Safety Grants Fund

DEPARTMENT: Fiscal Services

DIVISION: Budget

AUTHORIZED BY: Lisa Spriggs

CONTACT: Ryan Switzer

EXT: 7174

MOTION/RECOMMENDATION:

Approve and authorize the Chairman to execute a Resolution implementing Budget Amendment Request (BAR) #08-61 through the Public Safety Grants Fund in the amount of \$1,694,703.00 for improvements to the County's E911 system.

County-wide

Lin Polk

BACKGROUND:

Seminole County has been awarded a grant from the State of Florida E911 Board in the amount of \$1,694,703 for improvements to the County's E911 system. Funding was received on April 22, 2008.

The E911 Board provides grant funding to assist counties with the installation of Enhanced 911 (E911) systems and to provide "seamless" Enhanced 911 throughout the State of Florida. The criterion for determining funding award is based upon priority, the availability of funds, current system life expectancy, system replacement needs, and Phase II compliance per the Federal Communications Commission.

Replacement of the system will enhance the system's ability to identify callers, accept emerging technologies, rapidly assign resources and dispatch the appropriate equipment to the location requiring emergency services. This is a non-matching grant.

STAFF RECOMMENDATION:

Staff recommends that the Board approve and authorize the Chairman to execute a Resolution implementing Budget Amendment Request (BAR) #08-61 through the Public Safety Grants Fund in the amount of \$1,694,703.00 for improvements to the County's E911 system.

ATTACHMENTS:

1. Budget Amendment Request
2. Grant Application

Additionally Reviewed By: No additional reviews

2008-R-

BUDGET AMENDMENT REQUEST

TO: Seminole County Board of County Commissioners

FROM: Department of Fiscal Services

SUBJECT: **Budget Amendment Resolution**
 Department: Public Safety
 Fund(s): Public Safety Grants-Other

PURPOSE: To appropriate grant funds from the State of Florida
 E911 Board in the amount of \$1,694,703 for improvements to the County's
 E911 system.

ACTION: Approval and authorization for the Chairman to execute Budget Amendment
 Resolution.

In accordance with Section 129.06(2), Florida Statutes, it is recommended that the following accounts in the
 County budget be adjusted by the amounts set forth herein for the purpose described.

Sources:

Account Number	Project #	Account Title	Amount
11913.334250.055702		Public Safety Grants	\$1,694,703
Total Sources			\$ 1,694,703

Uses:

Account Number	Project #	Account Title	Amount
11913.055702.560642	00274601 W	Capital Equipment	\$1,694,703
Total Uses			\$ 1,694,703

BUDGET AMENDMENT RESOLUTION

This Resolution, 2008-R-_____ approving the above requested budget amendment, was
 adopted at the regular meeting of the Board of County Commissioners of Seminole County, Florida
 _____ as reflected in the minutes of said meeting.

Attest:

 Maryanne Morse, Clerk to the
 Board of County Commissioners

By: _____
 Brenda Carey, Chairman

Date: _____

Date: _____

Entered by County Finance Department

Date: _____

APPLICATION FOR

THE E911 STATE GRANT PROGRAM

Introduction

The E911 State Grant Program is to assist counties with the installation of Enhanced 911 (E911) systems and to provide “seamless” Enhanced 911 throughout the State of Florida.

Eligibility

The Board of County Commissioners in any county in the State of Florida is eligible to apply for this grant program. Funding priorities are established in Appendix I.

Definition

As used herein, the term “Board” shall mean The State of Florida E911 Board.

General Conditions

1. The applicant must provide one complete original and seven copies of Page 5 through 10 and the associated quotes for the grant application postmarked or delivered on or before February 1, 2008.
2. The E911 Board will not consider leasing of equipment unless the applicant can show that leasing rather than purchase will reduce total costs.
3. Applications for grants for each item over \$25,000 must be accompanied by at least three written competitive quotes from different vendors. The E911 Board will compare the three quotes to any existing state contract in order to determine appropriate funding. Any county that has made a good faith effort to obtain three competitive quotes and has not been able to obtain the quotes can request E911 Board review based on substantiated proof of request for quotes or posting of the request with documentation of the limited responses. Sole sources funding will be considered on a case-by-case basis. Justification and documentation for sole-source funding must be provided with this application. Sole source will be considered if provided in accordance with Florida Statutes 287 or with provision of a letter from the county’s purchasing department that the project is a sole source procurement based on the county’s purchasing requirements. Grant applications less than \$25,000.00 shall be accompanied by at least one quote for equipment or services.
4. Applicants requesting items from different funding priorities should complete a separate application for each priority. **(SEE ADDENDUM I GRANT FUNDING PRIORITY LIST FOR A LISTING OF FUNDING PRIORITIES)**
5. No requests for funding will be acknowledged for any items not listed in Florida Statutes §365.172(9).
6. Salaries and associated expenses for 911 Coordinators and call takers or other 911 personnel will not be funded.
7. Equipment maintenance and warranty costs will not be funded on more than a one year basis.
8. Training costs shall be limited to training for the specific 911 system equipment being funded.

9. Wireline database costs from the Local Exchange Carrier, centerline mapping, vehicle expenses and aerial photography expenses will not be funded.
10. Should two or more counties jointly apply for a grant, each county will be required to complete and submit a Grant Program Application detailing the funds requested and the county responsible for the funds, with a combined grant package and/or a memorandum of understanding of all counties involved detailing the entire project.
11. Equipment procurement shall be based on the county's purchasing requirement and the applicable State purchasing requirements including Florida Statutes 112.061.

Grant Accounting and Reporting Procedures

12. Grant funds shall be deposited in an account maintained by the grantee, and each grant shall be tracked using a unique accounting code designator for deposits, disbursements and expenditures assigned by the County. All grant funds in the account maintained by the grantee shall be accounted for separately from all other funds. Grant funds, including accrued interest, can only be used between the beginning and ending dates of the grant unless the Board authorizes an extension. Time extension requests shall be submitted on a Request for Change Form. Failure to have the grant underway; e.g., equipment under contract, may result in the rejection of a time extension request and grantee county may be required to return the grant funds.
13. Grant funds must be deposited in an interest-bearing account, any interest generated must be spent as part of this project or the interest shall be returned to the Board. Utilization of the interest funds shall be authorized through an approved Request for Change Form and expenditure documentation shall be included in the final report.
14. Grantees will be required to submit quarterly reports summarizing all expenditures and status of the grant project. The report periods will end on September 30, December 31, March 31, and June 30 of each year with reports due within 30 days after these dates. In lieu of submitting a signed quarterly Budget/Expenditure Report form, the updated form can be e-mailed to the Board's administrative/technical staff. The County's Board of County Commission Chairperson shall be notified when updates are not received within 45 days. Funding continuance will be based on timely submission of quarterly reports.
15. At project completion, a final report shall be submitted based on the same reporting periods described above. The County shall determine the final completion date based on the final payment date, or the initiation date of the warranty period. Final documentation including copies of all expenditures and corresponding invoices shall be submitted within 90 days of the final report.
16. Responsibility for property and equipment obtained under a grant cannot be transferred under any circumstances. If a sale or transfer of such property or equipment occurs within three years after a grant ends, funds must be returned on a pro rata basis.
17. The grantee agrees that any improvement, expansion or other effect brought about in whole or part by grant funds will be maintained.

18. No changes or departures from the original request shall be permitted unless approved in writing by the Board. Such requests shall be submitted using the form attached in Appendix II. Any unauthorized change shall require the return of grant funds, plus any interest accrued.
19. The Board reserves the right to adjust the funds awarded based upon the minimum allowable specification for performing the needed E911 function.
20. Applications will be awarded based upon the priorities set by the Board as listed in Addendum I GRANT FUNDING PRIORITY LIST.
21. Quarterly reports and Request for Change forms may be faxed, emailed, mailed or delivered to the E911 Board Administrative or Technical Staff.
22. Applications must be delivered to the following address:
State of Florida E911 Board
ATTN: Penney Taylor
4050 Esplanade Way
Building 4030 - Suite 160E
Tallahassee, Florida 32399-0950
23. Grant funds shall be awarded during two fiscal schedules: 2007-08 (1st and 2nd quarter of 2008) and 2008-09 (3rd and 4th quarter of 2008). There is only one grant submissions date, February 1, 2008. The grants received as of that date will be used for both grant award schedules.

E911 STATE GRANT PROGRAM CALENDAR

	2007-08 Schedule	2008-09 Schedule
Counties submit Application	by February 1, 2008	by February 1, 2008
Board Members evaluate applications	February – April, 2008	February – July, 2008
Board votes on applications to fund at regularly scheduled meeting	February - June, 2008	July – October, 2008
Board sends notification of funding and issues check to counties approved for funding	before June 30, 2008	before December 30, 2008
Implementation period	One year from receipt of award and funds.	One year from receipt of award and funds.

24. Grant funds for the 2007-08 schedule will be disbursed in the 1st and 2nd quarter of 2008 upon notification of award. Notification of awards will be provided for the 2008-09 schedule but the grant funds will not be disbursed until the E911 Board receives a copy of the actual contract for the project.
25. The determination of the grant award schedule used to award approved grants will be based on grant funding, application requirements, grant priorities and county information submitted in the grant application. If a county would prefer the grant request to be awarded in the second grant schedule, note this in grant application item #7.

County Seminole

STATE OF FLORIDA E911 BOARD
E911 STATE GRANT PROGRAM APPLICATION

Total Amount Requested: \$1,694,702.56

Project Title: E911 System Upgrade

1. Board of County Commissioners Chair: Brenda Carey

Mailing Address: 1101 E. First Street

City: Sanford

State: Florida Zip: 32771 -

Phone: (407) 665-7209 Fax: 407-665-7958

Suncom:

Email Address: alockhart@seminolecountyfl.gov

2. County 911 Coordinator: Dina Walker

Mailing Address: 150 Bush Blvd

City: Sanford

State: Florida Zip: 32773 - 6706

Phone: (407) 665-5911 Fax: 407-665-5036

Suncom:

Email Address: mwalker@seminolecountyfl.gov

3. Federal Tax ID Number: 59740013K

County Seminole

COUNTY INFORMATION

4. County Fact Sheet

- A. County Seminole
- B. Population 425,645
- C. Total Number of Incoming Nonwireless Trunks 41
- D. Total Number of Incoming Wireless Trunks 0
- E. Number of PSAP's 5
- F. Number of Call Taker Positions 46

G. Total Estimated Volume of 911 Calls (Please complete table)

AGENCY	WIRELINE	WIRELESS	TOTAL
Law Enforcement	18953	12176	31129
Fire	2825	1171	3996
Emergency Medical Services	Inc. in fire	Inc. in fire	
TOTAL	21778	13347	372,285 yr

H. a. What equipment is needed to maintain the Enhanced 911 system?

-Recording Equipment Yes ☒ No ☐

-Generator Yes ☐ No ☐

-CPE Equipment Yes ☒ No ☐

-Other (Please specify) 911 Workstation equipment

b. What are the current monthly costs for your E911 system (circuits, customer records, hardware and software, etc.)? \$101,199.00

c. What are the current monthly costs for maintenance of items included in b? \$ included

I. Financial Information:

a. Amount of County 911 capitol expenditure carry forward currently available 525,126.00

b. 911 fee revenue used for call taker salaries & expenditures (FY2006-07) \$223,721.24

c. 911 fee revenue used for 911 personnel salaries & expenditures (FY2006-07) \$190,676.70

d. County funded 911 expenditures (FY2006-07) \$0

e. Total 911 expenditures (FY2006-07) \$1,949,077.00

f. Total 911 fee revenues (FY2006-07) \$2,474,203.00 inc. interest

PROJECT DESCRIPTION AND JUSTIFICATION

A 12 POINT FONT MUST BE USED OR LEGIBLE HAND PRINTING

5. **NEEDS STATEMENT:** Describe your county's existing E911 system and justify the project. Describe why your county is requesting this grant and why your county would not be able to complete this project without this grant program. (Please limit needs statement to no more than one page.)

Seminole County currently has Positron Lifeline and IAP Plus workstations and Power 911 IWS at all five of our PSAPs. All of our equipment is over five years old and we received an End of Life notification for the IAP Plus workstations, ICM, UPI, and Express TTD keyboard equipment, effective July 2007. Currently our Power 911 and Lifeline CPE are being interfaced via the IAP workstations however due to End of Life, parts for repair and replacement are getting more difficult and expensive to find. Due to the difficulty of locating parts, at times repairs to our workstations are delayed causing service levels to be under what is needed for maximum efficiency. Due to our need to replace our current equipment as soon as possible, Seminole County is requesting consideration for Priority One Grant assistance.

To insure continued operations of the county's E911 system, the current system needs immediate replacement. The county's current funding is insufficient for the replacement and purchase of this equipment.

We currently have \$525,126.00 in capital carry-forward funds, however that will only allow us to replace a portion of our PSAPs equipment. The carry forward funds have been budgeted for logging recorder replacement utilizing \$300,000 of the carry forward funds. Funds are required for wireless phase II mapping system equipment and needed network upgrades, TTY devices and contingency. Award of this grant would allow us to replace all of our PSAPs equipment making the project more cost efficient and allow less liability.

6. **PURPOSE:** Briefly describe goal(s) and how this grant project would be in concurrence with the State E911 Plan.

The purpose of this grant is to replace the current E911 system with one that will meet the goals set forth by the State of Florida's 911 Plan on Enhanced 911 Systems. We will be able to expand our number of operator workstations as needed without difficulty of locating parts and timely delays. Another great benefit of moving to the Positron Viper is the ability to condense the amount of equipment. With the planned replacement, we will move from having five separate sets of back room equipment to maintain to only two Viper systems servicing the entire County.

7. PROJECT DESCRIPTION/JUSTIFICATION. Describe the project including the objectives, required steps and an approximate schedule or time frame with procurement and payment milestones. (Include sole source justification if applicable)

This project will require installation of new CPE at two locations and front room equipment at all five PSAP locations in the County. Positron VIPER facilitates the addition of call-handling positions remote from the PSAP. Through VoIP technology, voice and data can be transmitted together simultaneously, ensuring that remote positions have access to the features and data available at the main center, at any time. Since we are an existing Power 911 customer the transition will be painless. The same Power 911 GUI that is used to today is used with Positron VIPER. This minimizes training time and provides the same reliable interface that call-handlers are used to today. Since one of the cad systems used in the county is also manufactured by Positron and we are considering purchasing their Voice Recording equipment, we hope that by purchasing straight from Positron we will have one point of contact for repair issues and lower maintenance costs.

Upon notification of grant award Seminole County will begin to contract with Positron via the purchasing process. The anticipated schedule is:

0-90 Days – Work with Procurement and Purchasing department on contract

91- 140 Days –Order equipment and hold planning meetings

141-210 Days – Await deliver of equipment and prepare work area

211- 230 Days – Equipment delivered, installation and training begins.

Seminole County requested proposals from CPE vendors including the Local Exchange Carrier. We received three actual quotes from the requests. Attached are copies of the requests and responses from the other vendors. The proposal used for the budget report and this grant was from Positron as both our equipment vendor and service/maintenance provider.

8. Budget/Expenditure Report

Prepare an itemized Grant Budget ("Line Item" breakdown should include separated systems, i.e.; E911 System, and services items). The completed form shall be used to complete quarterly report requirements, listing expenditures and revisions {if any} in appropriate columns. If there is insufficient space, please include details in an attachment. **Budget costs should match requested vender quote.**

County:	Seminole	Grant Number:		Report Date:	
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For Grant Period Ending:	<input type="checkbox"/> September30	<input type="checkbox"/> December31	<input type="checkbox"/> March 31	<input type="checkbox"/> June 30	Year:		FINAL	<input type="checkbox"/>
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Proposed Budget					USE FOR QUARTERLY REPORTS	
Line Item	Unit Price	Quan.	Total Cost		Revised Budget	Expenditure Year-to-Date
A. Systems (Hardware, Software, Equipment & Labor)						
Positron Viper System and Power 911 Intelligent Workstations w/Power Map & Power MIS		5	\$2,046,374.55			
E-Printer		5	\$29,430.00			
	Total System Items		1,919,828.55			
B. Services (Training, Maintenance and Warranty Items)						
	Total Service Items					
System Total			\$2,075,804.55			
County E911 Funding Total (Carry Forward Funds) (If applicable)			\$225,126.00			
Grant Request Total			\$ 1,694,702.56			

USE FOR ALL REPORTS	
Total Amount of Grant Awarded	\$
Total Interest for Grant Period	\$
Final Completion Date:	

Signature, 911 Coordinator

County Seminole

9. ASSURANCES

ACCEPTANCE OF TERMS AND CONDITIONS: The grantee accepts all grant terms and conditions. Grantee understands that grants are contingent upon the availability of funds.

DISCLAIMER: The grantee certifies that the facts and information contained in this application and any attached documents are true and correct. A violation of this requirement may result in revocation of the grant, return of all funds and interest accrued (if any), to the Board and any other remedy provided by law.

NOTIFICATION OF AWARDS: The grantee understands and accepts that the notice of award will be advertised in the Florida Administrative Weekly and that 21 days after this advertisement the grantee waives any right to challenge or protest pursuant to Chapter 120, F.S.

MAINTENANCE OF IMPROVEMENT AND EXPANSION: The grantee agrees that any improvement, expansion or other effect brought about in whole or part by grant funds, will be maintained. No substantial changes or departures from the original proposal shall be permitted unless the E911 Board gives prior written authorization. Any unauthorized change will necessitate the return of grant funds, plus interest (if any) accrued.

Failure to utilize grant funds as represented may jeopardize eligibility to be considered for future funding.

10. AUTHORITY

I hereby affirm my authority and responsibility for the use of funds requested.

SIGNATURE – CHAIR, BOARD OF COUNTY COMMISSIONERS

DATE

Printed Name

ATTESTED TO

DATE

Appendix I

Request for Change

Name of County: _____

BUDGET LINE ITEM	CHANGE FROM	CHANGE TO
TOTAL	\$	\$

Justification For Change:

Signature of Authorized Official _____ Date _____

Signature of Authorized Official	Date
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For E911 Board use only.

Approved: Yes ☐ No ☐

E911 Board's Authorized Representative

Date _____

Addendum I

Funding Priorities for the E911 State Grant Program

The criteria for determining acceptability for disbursement of funds from the State of Florida E911 County Grant Program will be made on a **PRIORITY** basis. County grant applications shall be prioritized based on the availability of funds, current system life expectancy, system replacement needs, and Phase II compliance per the Federal Communications Commission. No grants will be available to any county for next-generation deployment until all counties are Phase II complete. There will be four (4) priorities as identified below:

PRIORITY 1: Counties with E911 Phase II systems that require immediate system replacement to maintain enhanced 911 status or when the expected life of the system is less than 1 year. Should any funds remain after provisioning for Priority 1 needs, remaining funds will be made available for Priority 2 grants.

PRIORITY 2: Statewide or regional next generation 911 systems including routing system implementations. Should any funds remain after provisioning for Priority 1 & 2 needs, remaining funds will be made available for Priority 3 grants.

PRIORITY 3: Counties with E911 or Phase II Systems requesting system upgrades related to next generation 911 system implementations. These may be hardware, software, network, or data base requirements. Should any funds remain after provisioning for Priority 1, 2 & 3 needs, remaining funds will be made available for Priority 4 grants.

PRIORITY 4: Statewide or regional systems including but not limited to mapping, geographic information systems (GIS) and backup system implementations. Should any funds remain after provisioning for Priority 1, 2, 3 & 4 needs, remaining funds will be made available for Priority 5 grants.

PRIORITY 5: Counties with E911 systems that require replacement of necessary hardware or software components for maintaining enhanced 911 status or wireless Phase II status. Should any funds remain after provisioning for Priority 1, 2, 3, 4, & 5 needs, remaining funds will be made available for Priority 6 grants.

PRIORITY 6: Counties with E911, Phase I or Phase II systems that require allowable 911 expense items that are not defined in Priorities 1, 2, 3, 4, & 5 but are needed to maintain a complete 911 system. This may include hardware or software that is allowable by the statutes but not covered in Priority 1, 2, 3, 4, & 5.

Priority 1 grants shall be funded first then Priority 2 and so forth until a priority level is reached where there are insufficient funds to fund all approved grant requests. Total funding for this priority may be adjusted based on the remaining funds available for these applications and the number of applications.

Funding Matrix

Awarded funding will be based on the county's financial need and the grant award may be adjusted based on the amount of capitol expenditure carry forward currently available, number of PSAP positions per population, number of calls per position and/or population, the county's currently assessed LEC E911 fee and other factors including percentage use of fee revenue for call taker and personnel costs.

The Funding Matrix will be completed and used in the grant evaluation process by the E911 Board. It is included in the grant application for informational purposes. Each of the items in the Funding Matrix will scored based on a value between zero and two. The following Funding Matrix Worksheet is an example of a completed worksheet with the maximum score on all items.

For E911 Board use only.

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